NEW YORK STATE ASSOCIATION OF MPOs
TRANSPORTATION SYSTEM MANAGEMENT &
OPERATIONS WORKING GROUP
December 20, 2017
Conference Call
1:00 PM – 2:00 PM

MEETING NOTES

Participating
- GTC – Joe Bovenzi (Chair)
- CS – Rich Denbow
- CS – Anita Vandervalk-Ostrander
- CDTC – Chris O'Neill
- DCTC – Mark Debald
- GBNRTC – Michael Davis
- NYMTC – Jan Khan
- HOCTS – Rick Reichert

1. Introductions

Joe Bovenzi opened the meeting and welcomed the participants.

2. Mobility Data Business Plan Guide

Anita Vandervalk-Ostrander presented on a Mobility Data Business Plan Guide for State and Local Departments of Transportation. The guide was developed by Cambridge Systematics for USDOT and Anita managed the project. In 2010, USDOT acknowledged the need to investigate inconsistencies between USDOT data programs and address data gaps, and embarked on an initiative to develop a Data Business Plan (DBP), develop a data governance manual and conduct test pilots, and implement the DBP and develop a guide on business plan development for state and local data users. Pilots were conducted with the Hillsborough, FL MPO, the Mid-America Regional Council in Kansas City, and the Maryland Department of Transportation (MDOT).

A DBP guides an agency's data management practices and includes standards, policies, and procedures for data systems, databases, and business processes. It help an agency understand what data is collected, how it can support the agency's mission, who is responsible for managing and updating data, identify potential duplication of effort, and how data can be shared and exchanged. Anita walked through the major components of the DBP guide.

Anita also discussed testing of the DBP guide at the three pilot sites. The objective of the pilot tests was to use the guide to develop localized DBP at each site and revise the guide

based on lessons learned. Each pilot agency is using the DBP to carry forth data initiatives that are important to them and their partners.

Joe asked if the MPO pilot participants coordinated DBP development through existing committees or if they created new committees. Anita replied that this was discussed and evaluated at each pilot agency. Hillsborough MPO decided to work through their existing ITS committee and add stakeholders as needed. MARC created a new group for this effort.

Mark Debald asked how long it takes to develop a DBP. Anita replied that it varies from only two to three months up to about eight months, depending on outreach and number of meetings. Because data can change quickly, there is an advantage to doing the DBP quickly.

3. Update – Draft 2018-2019 Work Plan

Joe reported that he will begin work on updating the TSMO WG Work Plan and asked WG members to provide suggested tasks for 2018. He will collect suggestions and circulate a draft Work Plan for comment.

4. Roundtable

MPO Updates: Mark commented that DCTC is monitoring the effective dates of the Federal performance measures rules and the target setting deadlines. Jan Kahn mentioned a Transportation Performance Management (TPM) timeline tool that Cambridge Systematics developed that should be available in January 2018. He said that NYMTC is making good progress on the UZA-based CMAQ targets, and NYMTC will be supporting the state targets for the other PM2 and PM3 measures. Jan added that NYMTC applied for a FHWA Every Day Counts (EDC) grant focused on integrating community connections in the transportation conformity process.

Chris O'Neill commented that the Modeling WG is working with the AVAIL team on development of a NPMRDS tool to assist with setting performance targets for the PM3 measures. Chris said the MPOs would like to work with NYSDOT during target setting. The May 20, 2018 deadline for statewide performance targets is quickly approaching.

Joe reported that GTC is continuing to work on a draft strategic ITS plan that focuses on how the region is conducting planning and programming activities for TSMO.

NYSDOT Update: No update.

FHWA Update: FHWA was not present.

5. Next Meeting/Adjourn

The next meeting is scheduled for March 13, 2018. Joe asked WG members to let him know if they have suggestions for future meeting topics.